

**IRSH BEACH WATER DISTRICT BOARD OF DIRECTORS**  
**REGULAR MEETING MINUTES**  
**Saturday, November 1, 2025, at 10:00 A.M. (ZOOM AND IN-PERSON)**

**CALL TO ORDER AND ROLL CALL:** Vice President Hohos called the regular meeting of the Irish Beach Water District Board Meeting to order at 10:01am. Roll call of Directors in attendance: Director Ottoboni, Director Hohos, and Director Hackett, and Director Reynolds attended in person; President Israel was absent.

**PUBLIC INPUT:** None.

**OLD BUSINESS:**

- A. **ACTION.** NEW DIRECTOR OATH OF OFFICE – AUGUST 26, 2025 ELECTION: MENDOCINO COUNTY BOARD OF SUPERVISORS ACTION TO APPOINT IN LIEU OF ELECTION.

**Action:** Director Hackett administered the oath of office to Ken Weston, who will join the Irish Beach Water District Board of Directors effective December 5, 2025 at noon. The Vice President Hohos welcomed Ken to the Board.

- B. **DISCUSSION AND OR ACTION:** BUDGET & FINANCE COMMITTEE UPDATE REVIEW OF FISCAL YEAR 2024/2025 LINE- ITEM BUDGETED V. ACTUALS.

**Action:** Director Ottoboni reported that the District's financials reflect slightly higher than projected income from water use. He noted that labor costs are significantly lower than projected, while all other expenses came in about where we expected them; however, the water main break on O'Rorey's resulted in unforeseen expenses that will use the small budget surplus projected earlier in the year. Director Ottoboni explained that in the FY 2025/2026 budget, he will break out outsourced activities and materials for operational expenses, which will help to refine projections for future years. He indicated that with the long-running litigation now complete, the District has issued refunds from the Mallo Pass and System-wide accounts and will make the final payment for litigation costs in the next 30 days. Setting aside those unusual costs, Director concluded that the District ended the year breaking even. The Board accepted Director Ottoboni's report and thanked him for charting a path through this extraordinary year.

- C. **DISCUSSION AND OR ACTION:** REPORT FROM THE BUDGET COMMITTEE – BOARD CONSIDERATION OF RESOLUTION 2025-13 OF THE PROPOSED FISCAL YEAR 2025-26 BUDGET

**Action:** Director Ottoboni reported that the proposed budget is similar to the draft budget presented in July, with the addition of two line-items for materials and outsourced activities for road maintenance. In addition, he noted that projected litigation costs are much less than in previous years and the engineering costs associated with the proposition 218 initiative will not be incurred this year. Director Ottoboni recommended that the cost of residential water use and the service fees remain unchanged, while increasing the price for commercial water sales from \$2.70 per 100 gallons to \$3.30 per 100 gallons, which will align the District with neighboring providers. He noted that this approach will allow the District to develop a small operational reserve to cover emergency maintenance. Director Hackett observed that since the proposed budget provides for unchanged labor costs the District is positioned to apply a COLA to all salaries. She recommended that the Board approve a COLA based on the change in the DOL Consumer Price Index for the SF Bay Area from 02/2023 through 08/2025, or 5.78%, effective October 1, 2025. Director Hackett made a motion to approve Resolution 2025 – 13, Documenting The Approval of the District's Fiscal Year 2025-2026 Operating Budgets for Water. Director Ottoboni seconded the motion and Vice President Hohos called for a vote: Director Hackett – Aye, Director Ottoboni – Aye, Vice President Hohos – Aye, Director Reynolds - Aye. The motion passed with a quorum.

- D. **DISCUSSION AND OR ACTION:** REPORT FROM THE PROP 218 COMMITTEE

- **2024 WATER SYSTEM UPGRADE AND SUSTAINABILITY ASSESSMENT FOR FISCAL YEAR 2024-2025 STATUS UPDATE;**
- **ONE-TIME 2002 ASSESSMENT REFUND SETTLEMENT AND LITIGATION FEE STATUS UPDATE;**

- **2002 ASSESSMENT REFUND TO UNCONNECTED PARCELS STATUS UPDATE;**
- **2002 & 2024 ASSESSMENT PROJECT PLANNING STATUS UPDATE**

**Action:** Director Hackett reported that in February 2025, the District mailed 299 invoices for the 2024 Water System Upgrade and Sustainability Assessment to parcel owners, then followed up on receivables via email and notices sent via USPS. She noted that the District had received remittances totaling \$56,756.04 from 255 parcel owners, with \$19,860.84 receivable from the remaining 74 parcel owners, which were referred to Mendocino County for collection as part of the 2025/2026 property tax cycle. Director Hackett also reported that in June 2025, the District mailed 209 invoices for the 2002 One-time 2002 Assessment Refund Settlement and Litigation Fee to parcel owners. The District followed up on receivables via email, notices sent via USPS and finally posted the one-time fee to the September water service billing statements. She reported that the District had received remittances totaling \$25,282.00 from 203 parcel owners who are connected to the water system, with the remaining 6 delinquent accounts pending collection. Director Ottoboni reported that in July 2025, the District issued 2002 Assessment refunds to 128 unconnected parcel owners. He noted that around 95% of the checks have been cashed, with a few remaining outstanding. Director Reynolds explained he is working with Water System Manager O'Dell to identify the most critical and highest impact of failure projects but is not ready to make a recommendation at this point. Water system Manager O'Dell added that he is working to match planned improvement projects against what he sees on the ground to ensure we start with the right ones and begin the planning process for some of the longer term projects where we just need to get the ball rolling, such as Tank 4 and Tank 0. The Committee indicated that they would make recommendations to the Board at a future meeting.

**E. DISCUSSION AND OR ACTION: ORGANIZATIONAL STRUCTURE COMMITTEE REPORT – EL DORODO BILLING SYSTEM IMPLEMENTATION UPDATE.**

**Action:** Director Hackett reported that in September the District issued its second water service billing using the El Dorado billing system. She noted that this cycle went more smoothly than the first; however, the statement display in the customer service portal was still problematic and pending resolution in the next billing cycle. Director Hackett explained that the District received positive feedback regarding the statements issued by our new print and mail contractor, and most customers have been pleased with the ease of managing their account via the customer service portal. She indicated that the District would continue outreach efforts to increase participation in eStatements and auto-pay in order to increase participation.

**NEW BUSINESS:**

**A. DISCUSSION AND OR ACTION: LITIGATION COMMITTEE REPORT - STATUS OF LITIGATION - WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. 23CV00273...**

**Action:** Director Hohos explained that in 2023, Bill and Tona Moores brought two actions against the District. The first action alleged a breach of a prior partial settlement agreement and sought damages estimated to potentially exceed \$500,000, while the second claim brought sought damages from the district related to various disputes over the maintenance of certain unpaved roads in the area of the District, commonly known as the acreage parcels. She reported that the District denied the various claims of breach of contract in our response to the lawsuit. Director Hohos noted that the litigation was lengthy and complicated, but in summary, in August of 2025, the District made the decision to settle both of these actions and then provided an overview of the terms of the settlement agreement. The Board accepted Director Hohos' report and thanked District Counsel Emrick, former General Manager Acker, and the many members of the Board who worked tirelessly to put this long-standing litigation behind us.

**B. DISCUSSION AND OR ACTION: OPERATIONS UPDATE – ROAD MAINTENANCE ANNUAL PLAN..**

**Action:** Water System Manager O'Dell reported that he is still working on the formal road maintenance plan; however, he completed an evaluation of road conditions and performed maintenance on the loop road last week. He explained that the District selected a contractor and spent three days addressing the highest priority maintenance actions. System Manager O'Dell noted that the work done last week will give us a better idea of how to approach maintaining the road over the course

of the entire year, and concluded that we will learn as we go through the wet season and aim to do additional work in the dry season. He indicated that he would provide the Board with a written plan at a future meeting.

**C. DISCUSSION AND OR ACTION:** CONSIDER RESOLUTION 2025-14 – DOCUMENTING THE DECISION TO MODIFY RESOLUTION 2002-03 - PERTAINING TO CONNECTION FEES TO INCLUDE BACKFLOW PREVENTION DEVICE INSTALLATION FEES; CONSIDER APPROVAL OF IBWD POLICY 3005 – WATER SERVICE CONNECTIONS.

**Action:** Director Hackett explained that Resolution 2025-14 and Policy 3005 were developed in partnership with the Operations team as a means to implement the requirements established in the SWRCB Cross-connection Control Policy Handbook. She noted that the new policies supplement the District’s existing Cross-connection Control Program established in Resolution 2016-01. Director Hackett reported that Resolution 2025-14 modifies Resolution 2022-03 – connection fees to include the cost of installing a backflow prevention device as part of the meter installation process. She also noted that Policy 3005 addresses a number of customer service issues, such as limiting meter installations to parcels in which a bona immediate intent to construct is established, and clarifies conditions for service in locations not served by existing water. Director Hackett made a motion to approve Resolution 2025 – 14 Documenting the Decision to Modify Resolution 2002-03 - Pertaining to Connection Fees to Include Backflow Prevention Device Installation Fees, as well as IBWD Policy 3005 Water Service Connections. Director Reynolds seconded the motion and Vice President Hohos called for a vote: Director Hackett – Aye, Director Ottoboni – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**D. DISCUSSION AND OR ACTION:** CONSIDER RESOLUTION 2025-15 – DOCUMENTING THE DECISION TO MODIFY RESOLUTION 2003-03 - PERTAINING TO THE SCHEDULING OF REGULAR MEETINGS OF THE BOARD OF DIRECTORS..

**Action:** Director Hackett explained that Resolution 2025-15 is a routine housekeeping action to correct the issue that the Board had to address last month: the requirement to hold a meeting in order to address the need to reschedule a meeting. She noted that the new resolution allows the President of the Board to continue a regularly scheduled meeting to a different date, hour, or location to facilitate the timely and efficient conduct the business of the District. Director Hackett made a motion to approve Resolution 2025 – 14 - Documenting the Decision to Modify and Replace Resolution 2003-03 – Establishing the Time and Place of Regular Meetings of the Board. Vice President Hohos seconded the motion and called for a vote: Director Hackett – Aye, Director Ottoboni – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**COMMUNICATIONS AND CORRESPONDENCE.**

**Action:** Director Hackett explained that on October 20, 2025 Gary Levenson-Palmer wrote to several members of the Board regarding concerns about the activities taking place on several parcels located along Hillcrest Drive. Mr. Levenson-Palmer urged the District to ensure that the “water access, water rights, and maintaining the quality and safety of our community’s water supply” are protected. The District assured Mr. Levenson-Plamer that the District is monitoring activity as it relates to water rights and contaminants.

**CONSENT CALENDAR:**

- A. TREASURER REPORT, CHECKS ISSUED.
- B. OPERATIONS REPORT.
- C. APPROVAL OF MINUTES: JULY 12, 2025 REGULAR MEETING, JULY 26, 2025 SPECIAL MEETING, AND OCTOBER 25, 2025 SPECIAL MEETING.

**Action:** Vice President Hohos made a motion to accept the accept the treasurer’s report, checks issued, operations report, and the meeting minutes included in the consent calendar. Director Ottoboni seconded the motion, and Vice President Hohos called for a vote: Director Hackett – Aye, Director Ottoboni – Aye, Director Reynolds – Aye, Vice President Hohos - Aye. The motion passed with a quorum.

**ADJOURNMENT:** Vice President Hohos made a motion, with a second from Director Hackett, to adjourn the regular meeting at 11:24am. The motion passed with a quorum and the meeting then convened into executive closed session.

**EXECUTIVE (CLOSED) SESSION.**

- A. **CONFERENCE WITH LEGAL COUNSEL** – EXISTING LITIGATION: SUBDIVISION (A) OF CALIFORNIA GOVERNMENT CODE §54956.9: WILLIAM H. MOORES ET AL. V. IRISH BEACH WATER DISTRICT, MENDOCINO SUPERIOR COURT NO. 23CV00273
- B. **PUBLIC EMPLOYMENT** (Govt. Code § 54957): GENERAL MANAGER AND SPECIAL ASSISTANT TO THE BOARD

**Action:** Vice President Hohos reported that the executive session was adjourned at 12:15pm after approving a motion instructing District Counsel Emrick to notify the Moores' counsel that the District elected option 4.b. requiring the Moores first bring a declaratory relief action pursuant to the July 26, 2025 Settlement Agreement, Item 4 - Transfer of Real Property with Indemnity or Precedent Declaratory Relief. Vice President Hohos also explained that the District had accepted the resignation of Special Assistant to the Board Murray effective October 1, 2025, and will be posting a job announcement for the General Manager position in November, 2025.

Respectfully submitted:

*/s/ Danielle Hohos*  
Vice President  
Date: January 10, 2026

Attest as Presented:

*/s/ Heather Hackett*  
Secretary of the Board  
Date: January 10, 2026